

Structural Engineer

Application Instructions

What are the requirements to become a Structural Engineer in Washington State?

- You must be a currently licensed Washington Professional Engineer.
- You must have at least 2 years of progressive structural experience in addition to the 8 years of approved experience that was required to be registered as a professional engineer.
- You must have successfully completed the Structural II and WA-Structural III exam.

How do I apply for the Structural II or Structural III exam?

- 1.** Send the fee and page 2 of this application to the Board's address. Make your check or money order payable to the **Washington State Treasurer (WST)**.
- 2.** Complete the Structural Engineering Experience and Verification forms and send them to the person(s) verifying your experience. The person verifying will send the forms directly to our office.
- 3.** Once you have been approved for the NCEES Structural II exam, you will get a letter with information to schedule your exam with Engineering and Land Surveying Examination Services (ELSES). **Do not** schedule with ELSES until you receive your approval letter from us.
- 4.** Once you have been approved for the WA-Structural III exam, you will get a letter scheduling you for the exam.



Structural Engineer Registration Application

FOR VALIDATION ONLY

Make check or money order payable to: State Treasurer
Send this application with your fee to:
PO Box 9048
Olympia, WA 98507-9048

**Your wall certificate will have the same name you list on
this application (they will appear in the proper order).**

Please type or print clearly in dark ink

Applicant's name – as shown on your PE license		Washington PE license no.		
Social Security no. (RCW26.23.150)	Birthdate	Gender <input type="checkbox"/> Female <input type="checkbox"/> Male		
Exam location preference <input type="checkbox"/> Eastern Washington <input type="checkbox"/> Western Washington				
Mailing address	City	State	Zip	County
Present position	Business name			
Business location address	City	State	Zip	County
Business telephone no. ()	E-mail address	Residence telephone no. ()		
Has any court or licensing jurisdiction taken action against you for your practice in Engineering or Land Surveying? If yes, please attach explanation on additional sheet. <input type="checkbox"/> Yes <input type="checkbox"/> No				
Have you ever been convicted of, pled guilty to, or entered a plea of <i>nolo contendere</i> to any criminal offense? If yes, please attach explanation on an additional sheet. <input type="checkbox"/> Yes <input type="checkbox"/> No				
Are you having an NCEES experience record sent? <input type="checkbox"/> Yes <input type="checkbox"/> No				

I certify under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Signature **X** _____ Date _____

You must provide verification of the required structural experience.

Once filed, this application is a public record and is subject to public disclosure. RCW 42.56

Structural Engineering Experience and Verification

Forms may be photocopied for additional events

Instructions for Applicant

After completing the work experience descriptions on the following pages, send the work experience descriptions and this form to the person verifying your engineering experience for that period of time. Additional sheets may be attached, if needed, but please identify the categories (A-H) you are describing.

Work Experience Information – to be completed by applicant

Applicant's Name _____

Employed by _____

Job Title _____ Employed From _____ to _____

Supervisor's Name and Title _____

Supervisor's Business Address _____

City _____ State _____ Zip _____ Telephone No. (____) _____

Who is required to verify an applicant's experience?

- Experience is to be gained under the direct supervision of a licensed structural engineer, or a licensed engineer with significant structural experience.

Instructions for Applicant's Experience Verifier

Once completed, return this form and the attached work experience descriptions directly to the Board at:

**Washington State Board of Registration for
Professional Engineers and Land Surveyors
P.O. Box 9025
Olympia, WA 98507-9025**

Work Experience Information – to be completed by experience verifier



Your name _____ Applicant name _____

If you are not the applicant's supervisor for this event, please explain your working relationship to the applicant, and the basis upon how you are able to provide this verification

1. I am licensed as a structural engineer by passing a structural exam. ☐ Yes ☐ No

2. If no, I am a professional engineer with _____ years of structural experience.

Do you feel qualified and prepared to verify the experience in the categories A through H listed below? ☐ Yes ☐ No

Do you agree with the applicant's employment time and hours worked? ☐ Yes ☐ No

Do you agree with the applicant's description of work/duties? ☐ Yes ☐ No

If no, please explain:

Work Experience Descriptions – to be completed by applicant

Instructions – The branch of structural engineering requires specialized work experience to protect the public safety. To be eligible to take the structural license exam, you must have at least 2 years of progressive responsibility in structural engineering experience. These 2 years of structural experience are in addition to the 8 years of engineering experience required to be registered as a professional engineer, and must be documented. A licensed professional engineer in the branch of structural engineering, or a licensed professional engineer with significant structural engineering work experience must supervise your structural engineering experience.

General Job Descriptions

For this event, describe your experience in:

A. Formulating conclusions and recommendations.

B. Identifying design and/or project objectives.

C. Identifying possible alternative methods and concepts.

General Job Descriptions – continued



For this event, describe your experience in:

D. Defining performance specifications and functional requirements.

E. Solving engineering problems.

F. Interacting with professionals from other areas of practice.

G. Effectively communicating recommendations and conclusions.

H. Demonstrating an understanding and concern for energy/environmental considerations and sustainability of resources.

During this employment time, how long has the applicant been in a position of making engineering judgments and decisions? _____ years/ months

Please check the **categories** listed below in which you believe the applicant is competent

- | | |
|---------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> A. Formulating conclusions and recommendations | <input type="checkbox"/> E. Solving engineering problems |
| <input type="checkbox"/> B. Identifying design and/or project objectives | <input type="checkbox"/> F. Interacting with professionals from other areas of practice |
| <input type="checkbox"/> C. Identifying possible alternative methods and concepts | <input type="checkbox"/> G. Effectively communicating recommendations and conclusions |
| <input type="checkbox"/> D. Defining performance specifications and functional requirements | <input type="checkbox"/> H. Demonstrating an understanding and concern for energy/environmental considerations, and sustainability of resources |

RCW 18.43.040 states that no person shall be eligible for registration as a professional engineer, who is not of good character and reputation. If you have any belief that this applicant does not satisfy this requirement, please explain:

Would you recommend this applicant for licensure if requirements are met?

☐ Yes ☐ No

X

Signature

Date

License No.

State